

CHANGE NOTICE FOR MANUAL 01-2007

DATE: January 26, 2007
MANUAL: Family Services Manual, Volume 1: Children's Services,
Chapter VIII: Child Protective Services
TO: County Directors of Social Services
ATTENTION: CPS Program Managers and Supervisors

CPS Social Workers
RE: Updated Child Protective Services Manual
EFFECTIVE: Immediately

The Family Services Manual, Volume I, Children's Services, Chapter VIII, Child Protective Services has been updated. There is no "new" policy in this update. Instead, the update incorporates existing policy that has been issued through Administrative Letters and from the Multiple Response Manual. You will note that there are no longer references to "Children's Services Standards." All of the Children's Services Standards related to Child Protective Services are considered policy and are included in the revised Chapter as such. It is our intention to maintain an up-to-date manual for CPS, and we are pleased to bring all of existing policy in one place.

Section 1410, Conflict of Interest; Section 1416, Investigative Assessment in Out-of-Home Living Arrangements and Chapter V, Cross County Issues, are in the process of being combined into one Chapter V. These revisions are not complete and therefore, are not included in this update. Sections 1426, Central Registry and 1427, Expunction, also are not included in this update, as these sections are current.

Information that has been added to the manual sections from Administrative Letters and the Multiple Response Manual is underlined in the hard copies and are in red in the on-line versions. Links are provided to applicable statutes and administrative rules, as well as to attachments and forms. Please use these links for forms and attachments to access the most current versions. Hard copies of forms and attachments are not attached with the print version of this manual unless there has been an update on the form. In an effort to reduce the amount of repetition across sections, several sections reference another section for additional information and provide links on the on-line version for ease of use. Some sections have been completely reorganized, so it is important to read these sections thoroughly.

The new terms now in use from the implementation of MRS statewide are included. The term "CPS assessment" refers to both "Family Assessments" and "Investigative Assessments". The term "CPS In-Home Services" replaces Case Planning and Case Management.

Instructions:

Obsolete the following Administrative Letters:

FSCWS-13-06 – Intake screening of DWI Reports

FSCWS-10-06 – CPS Caseload Standards reduced to 1:10 policy and practice

FSCWS-09-06 – CPS Intake Guidance

FSCWS-05-06 – Referrals for Early Intervention Services Change in Eligibility

FSCWS-04-06 – Anonymous Reporters

FSCWS-03-06 – Change to DSS Form #5228, NC Case Decision Summary/Initial Case Plan

FSCWS-02-05 – Documentation of Malicious CPS Reports

FSCWS-02-04 – Referrals for Early Intervention Services Update

FSCWS-01-04 – Referrals of children with a finding of “substantiated” or “in need of services” to Early Intervention Services

FSCWS-06-03 – Stumbo Case Decision

FSCWS-05-03 – Urine Drug Screening in Children’s Services

FSCWS-01-03 – Structured Intake Question and Answer Document

Children’s Services #2-03 – Temporary Placement with Safety Resources

Please note that several administrative letters have not been obsoleted, since issues related to child placement are also included in those letters. When the Child Placement Manual is updated, the remainder of the past administrative letters will be obsoleted at that time.

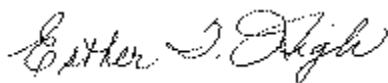
Obsolete the North Carolina Division of Social Services, Family Support and Child Protective Services, Multiple Response System Policy and Practice Manual as a stand-alone document.

Remove	Insert
Chapter VIII, Section :	Chapter VIII, Section :
1400 - Purpose and Philosophy	1400 - Purpose and Philosophy
1404 – Legal Basis and Statutes	1404 – Legal Basis and Statutes

1406 – Administration and Staffing	1406 – Administration and Staffing
1407 – Structured Intake	1407 – Structured Intake
1408 – Receiving and Assessing Reports of Abuse, Neglect or Dependency	1408 – Receiving and Assessing Reports of Abuse, Neglect or Dependency
1409 – Domestic Violence	1409 – Domestic Violence
1412 – Case Planning and Case Management	1412 – CPS In-Home Services
1414 – The Use of the Juvenile Courts	1414 – The Use of the Juvenile Courts
1418 – Investigative Assessments in Child Care Facilities	1418 – Investigative Assessments in Child Care Facilities
1420 – Protocol for Interagency Task Force for Investigating Child Sexual Abuse Allegations in Child Care Settings	1420 - Protocol for Investigating Sexual Abuse Allegations in Child Care Facilities
1422 – Child Medical/Mental Health Evaluation Program	1422 – Child Medical/Child/Family Evaluation Program
1424 – Case Record	1424 – Case Record
1428 – Confidentiality and Release of Information	1428 – Confidentiality and Release of Information
1432 – Child Fatality Review Protocol	1432 – Child Fatality Review Protocol
1434 – Community Child Protection Team	1434 – Community Child Protection Team
1436 – Social Worker Well-Being	1436 – Best Practice Guidance for Social Worker Well-Being
1438 – Medical Neglect of Infants with Life Threatening Conditions	1438 – Medical Neglect of Infants with Life Threatening Conditions
1440 – Special Populations	1440 – Enhanced Practice for Working with Special Populations

Should you have any questions regarding the policy please contact your Children's Program Representative or the Work First/CPS Policy Team at (919) 733-4622.

Sincerely,



Esther T. High, Acting Chief
Family Support and Child Welfare Section

ETH:sam

Attachments:

Chapter VIII: Child Protective Services

- 1400 - Purpose and Philosophy
- 1404 – Legal Basis and Statutes
- 1406 – Administration and Staffing
- 1407 – Structured Intake
- 1408 – Receiving and Assessing Reports of Abuse, Neglect or Dependency
- 1409 – Domestic Violence
- 1412 – CPS In-Home Services
- 1414 – The Use of the Juvenile Courts
- 1418 – Investigative Assessments in Child Care Facilities
- 1420 - Protocol for Investigating Sexual Abuse Allegations in Child Care Facilities
- 1422 – Child Medical/Child/Family Evaluation Program
- 1424 – Case Record
- 1428 – Confidentiality and Release of Information
- 1432 – Child Fatality Review Protocol
- 1434 – Community Child Protection Team
- 1436 – Best Practice Guidance for Social Worker Well-Being
- 1438 – Medical Neglect of Infants with Life Threatening Conditions
- 1440 – Enhanced Practice for Working with Special Populations

cc: Sherry Bradsher
Jo Ann Lamm
Sarah Barham
Family Support and Child Welfare Team
Leaders
Children's Programs Representatives
Work First Program Representatives
Local Business Liaisons